

SENIOR OUTREACH SERVICES COMMITTEE

Thursday, January 21, 2016

8:30 A.M.

McFarland Municipal Center
Conference Room A

MINUTES

1. Call to order.

The meeting was called to order by Chair Adrian at 8:30 am.

Present: Jerry Adrian (Trustee/Chair), Lori Andersen (Director), Stephanie Brassington, Doris Lisenbee, Colleen McCormick, Sara Sprang (Case Manager), Judy Taritas
Committee Members Absent: Doug Zieghan

2. Review and possible approval of draft. Minutes of the November 19, 2015 meeting of the Senior Outreach Services Committee.

Correction by Chair Adrian: The minutes were approved on a motion by McCormick and seconded by Lisenbee.

3. Interim Director's report for November and December 2015 Senior Outreach Department activities.

- Outreach staff assisted 45 clients with Medicare Part D
- Volunteer Appreciation party was held in November. RSVP recognized their entire member and provided cake for the party.
- 45 people attended Christmas Party. Interim Director voiced appreciation to the committee members for their assistance. US Cellular sponsored the cost of the meal.
- Staff Retreat will be January 28th. Agenda will be team building and goal setting.
- Village Board approved the Interim Director position to Director and LTE Case manager position (24 hrs) to a permanent position.
- Doris Lisenbee voiced appreciation to Lori Andersen, Director for the job she has done.

4. Year-end report by Senior Outreach Director

- Director spoke about Case Managers role and responsibilities.
- Overview was given of how Case Managers work with other Agencies and Organization. Judy Taritas suggested to refer clients to DAIS for support groups.
- structure of the Outreach staff, job duties
- Director has begun connecting with McFarland Chamber of Commerce
- Average for meal site participants is 4 and 24 on Meals on Wheels participants. Overall, the increase in numbers with special events has not translated in returning for other meals.

5. Adjournment

Next meeting is scheduled Thursday, March 17 at 8:30am. The meeting was adjourned at 9:35am on a motion by Lisenbee and seconded by McCormick.

Submitted by,
Sara Sprang